

**DIVISION OF JUVENILE JUSTICE SERVICES
STRIP SEARCH CHECKLIST**

CONCERNING THE STRIP SEARCH OF: _____ **CASE #** _____

- ☐ This strip search is pursuant to **ADMISSION/RE-ADMISSION** to a detention center, secure facility or residential living quarters of an observation & assessment center (inclusive of Genesis).
- ☐ This strip search is a result of **PROBABLE CAUSE** to believe that the subject has in his/her possession contraband, which is contrary to the policy and procedure of this facility (inclusive of receiving centers).

The undersigned submits the following STATEMENT OF PROBABLE CAUSE:

The undersigned believes that probable cause exists for the strip search of the above named individual. The individual has been advised of the reason(s) for the search.

Name of staff member conducting strip search

Witness

Dated this _____ day of _____, 20____

INSTRUCTIONS TO STAFF: Strip searches are to be conducted with maximum courtesy and respect for the youth in an area which insures privacy and dignity. **Do not touch the subject, simply observe.** **STAFF MEMBER INITIALS** _____

- ☐ **HEAD:** Check nose, ears, and mouth. Check under tongue and around teeth.
- ☐ **ARMS & SHOULDERS:** Instruct the subject to raise arms and check arm pits. If female check breasts. Check for needle marks or evidence of previous suicide attempts, personal injuries or other abnormalities. Examine the subject with the fingers spread and extended.
- ☐ **GROIN:** Inspect around penis, testicles or if female check the area of the vulva.
- ☐ **RECTAL:** Instruct the subject to bend over and spread the cheeks of the buttocks. If female is wearing a sanitary napkin, instruct her to remove it and issue a new one. If contraband is seen protruding from the anal area, do not attempt to retrieve it. Instruct the subject to remove the item and place it in a sealed plastic bag and prepare incident report. If the subject refuses to, contact facility medical personnel immediately (Registered Nurse or above). Place the subject in a holding room where the item cannot be disposed of.
- ☐ **LEGS & FEET:** Check inside legs and the bottom of the feet and in between toes.
- ☐ **BANDAGES & CASTS:** Examine any prosthesis or false teeth. If you have any questions request assistance from the facility medical personnel or other qualified medical personnel.
- ☐ **THIS STRIP SEARCH DID NOT DISCOVER ANY CONTRABAND.**
- ☐ **THIS STRIP SEARCH PRODUCED CONTRABAND.** The following action was taken:

- ☐ **AS A RESULT OF THIS SEARCH A BODY CAVITY SEARCH WAS REQUESTED:**
Medical personnel were summoned Yes No
It is the responsibility of the staff who conducted the search to prepare an incident report.

MULTIPLE RE-ENTRY/PROBABLE CAUSE SEARCH LOG

CONCERNING THE STRIP SEARCH OF: _____ **CASE #** _____

As a result of this youths custody status, he/she may be subject to multiple re-entries or contraband in the facility. Accordingly, a strip search may be conducted with probable cause or upon re-entry and will be done so as outlined by Division policy and procedure.

Name of staffer conducting search _____ Witness _____
Probable Cause: _____
Date _____ Time _____ No Contraband Found Strip search produced contraband
Action Taken _____

Name of staffer conducting search _____ Witness _____
Probable Cause: _____
Date _____ Time _____ No Contraband Found Strip search produced contraband
Action Taken _____

Name of staffer conducting search _____ Witness _____
Probable Cause: _____
Date _____ Time _____ No Contraband Found Strip search produced contraband
Action Taken _____

Name of staffer conducting search _____ Witness _____
Probable Cause: _____
Date _____ Time _____ No Contraband Found Strip search produced contraband
Action Taken _____

Name of staffer conducting search _____ Witness _____
Probable Cause: _____
Date _____ Time _____ No Contraband Found Strip search produced contraband
Action Taken _____